



Office of the City Clerk

Weekly Report – for Week Ending December 9, 2016

OFFICE OF THE CITY CLERK – PROJECTS AND STATUS

Elections

Candidate Petition Filing began on November 12 and 58 petitions have been filed to date. Of those, 39 have qualified as sufficient and 19 are under review. Filing fee receipts total \$9,300 to date.

Ballot “argument” authors for the four measures appearing on the March 7, 2017 ballot were designated at the December 7 Rules, Elections, Intergovernmental Relations, and Neighborhoods Committee meeting.

Staff held an *LA City Votes Media Day* on December 8, at City Hall South Lawn. The event, launching the official municipal election season, featured 16 community-based organizations that are encouraging people to get out the vote. In addition, this is the first year the City Clerk has partnered with the media in the LA Votes efforts. Fourteen media partners were in attendance.

Business Improvement Districts

The following Business Improvement Districts are in the renewal process for a ten-year period (2018 – 2027): Downtown Center, Figueroa Corridor and San Pedro Historic Waterfront.

Systems

Starting January 2017, ITA will open up the Gmail portal to all City employees. Staff will have access to their email from any location, 24/7. (Currently, Gmail can only be accessed within the City or through a cell phone but not from a workstation.)

DWP enquired about the Novus e-agenda and the Online Document Submission systems being used by City Clerk, Department of Empowerment, and the Board of Public Works. DWP is looking to use the same system to modernize its Board meeting processes. DWP requested a demonstration in January.

Administrative Services

The NC Funding Program team is diligently working to meet a deadline with respect to the 2016 Tax Preparation Project for NCs. This project is priority as the City gets penalized if the information is not reported in a timely manner.

There are eight groups with frozen funds and six that will be needing an audit or in-depth review.



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Issue(s)

The City Calendar was down earlier this week due to a system glitch. Citywide meetings were not viewable from the City calendar including the Council and Committee meetings. The problem was resolved by ITA.

The County will run the March 2017 election. This will result in the loss of revenue and as-needed staff (about 35-40) will need to be laid off. These lay-offs will not occur until after the holidays.

Upcoming

Council recess begins December 16, 2017 and runs through January 6, 2017. Council's first meeting back will be Tuesday, January 10, 2017.